STUDENT HANDBOOK

WEYMOUTH PUBLIC SCHOOLS

Weymouth, Mass.

South Jr. East Jr.

Central Jr. Bicknell

This Handbook belongs to

Name .....

Address.....

Grade ..... Home Room .....

FOREWORD

This booklet contains information which applies to all Weymouth Junior High Schools. It's purpose is to make known to all concerned the policies which are common to our junior high school system and the rules and regulations established to carry out these policies. Also stated herein are the corrective measures which may be employed to promote compliance with the rules and regulations.

It goes without saying that most of our pupils are seldom involved in situations requiring disciplinary action. It is still necessary, however, to spell out in detail what our rules are and the procedures that will be followed when the rules are broken.

We ask all concerned, pupils, parents and teachers to become familiar with the contents of this booklet.

JUNIOR HIGH SCHOOL PRINCIPALS

This handbook and its revisions shall be the official handbook for the Junior High Schools of Weymouth.

WEYMOUTH JUNIOR HIGH SCHOOLS

STUDENT HANDBOOK

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Use of Entrance

In inclement weather, students may enter school prior to the first bell and report to designated areas. During this interval we expect that all students accorded this privilege will see to it that school property is in no way abused.

School Dress

We are mainly concerned with developing right attitudes and a sense of social consciousness. Our dress should be neat and clean at all times and appropriate for school.

Should a student's dress and appearance violate the principles of good taste, health or safety, the school reserves the right to require the student to make all necessary changes at home and return again to school the same day. The disposition of such a case will be judged individually.

"No School" Signals

"No School" announcements are given by several radio stations as early in the morning as possible, normally by 6:45 a.m. "No School" may apply to all schools or only to the elementary schools, Grades I-VI, as stated in the announcements.

Students and parents are urged to listen to radio stations WJDA, WRKO, WBZ, and

WMEX. Please do not call officials on the telephone; instead, call a friend or neighbor if your radio is not working.

Fire Drills

No drill is more important than the fire drill which is held at least once a month in good weather. Students should file from classrooms according to the directions posted in the various rooms.

General Rules for Fire Drills:

1. Follow exactly the instructions of your teacher if you are in the classroom, or the person in charge if you are in the cafeteria, auditorium or gymnasium

2. Move quietly on leaving the building and on returning to it.

3. Order is more important than speed.

4. Fooling will not be tolerated in these important drills.

5. Failure to follow the above will result in disciplinary action.

Bicycles

The school provides special racks for the benefit of the students who ride bicycles to

school. All bicycles must be placed in these racks. You may not ride your bicycle or anyone else's during the day.

The school will do everything possible to protect your bicycle but it cannot assume responsibility for it. You should keep your bicycle securely locked at all times.

Uuder no circumstances may you touch a bicycle which is not yours.

Opening Exercises

Every morning, following the 8:25 bell, opening exercises, followed by daily announcements, are conducted from the office. During this time, all other school activity ceases. The Pledge to the Flag and a period of silent meditation are part of the opening exercises.

School Attendance

Absence

It is requested that a parent call the school on the first day of his child's absence.

A student who is absent must bring an excuse signed by his parent or guardian on his return to the school. The excuse should include the first and last name of the student, the date or dates for the absence (s) and the reason.

Tardiness

If you are not in your homeroom when the late bell sounds, you are tardy and must go to the office for an admittance slip. This slip will admit you to your homeroom or to classes if the first period has already begun. As with absence, a note explaining the tardiness must be provided on the next school day.

Tardiness may occasionally be caused by circumstances beyond your control such as a bus delay. If such be your case, your tardiness will be excused and no action will be taken. In most cases, however, tardiness is due to circumstances definitely within your control, such as leaving home too late or wasting time on the way to school. In such cases, your tardiness will not be excused and detention may result. However, it is better to come to school late than to stay away because you are going to be tardy.

Excessive unexcused tardiness may result in suspension.

Dismissal

Permission to leave school at a specified time in the day is usually granted if a note explaining the situation is brought to the school in the morning. A temporary dismissal may be arranged in the same manner. Under such circumstances, it is your responsibility to take care of the day's assignments and homework.

Dismissal for health reasons, if deemed advisable, is the decision of the school nurse when she is in the building and of the principal at other times. No student is allowed to leave the school without an adult responsible and without transportation arranged.

In all cases of this nature, students must check at the school office before leaving the building.

School Health Service

Students who wish to visit the Health Office must obtain a pass from the teacher, report to the principal's office and then go to the Health Office. Before returning to class or leaving for home if thought advisable, students must present the pass at the principal's office.

Communicable Diseases and Physician's Certificate

All students returning to school after having had a communicable disease must present a certificate from either their family physician or their school physician stating the nature of the illness and they may not return to school before the end of the minimum period of isolation prescribed by the Massachusetts Department of Public Health as follows:

Disease	Minimum period of isolation for patient
Chicken-pox	One week from the appearance of the rash
Diphtheria	Until notified by the Board of Health that period of contagion has passed
Measles	Four days from appearance of rash
Meningitis	One week
Mumps	One week
Pink eye	Until condition is not contagious
Poliomyelitis	One week
Scarlet fever	One week from appearence of rash if adequate therapy has been initiated
Septic sore throat	One week of therapy
Typhoid fever	Until notified by Board of Health that period of contagion is over
Whooping cough	Three weeks from beginning of spasmodic cough
Impetigo	Until condition is cured
Ringworm	Until condition is cured
Pediculosis (head lice)	Until no nits remain in hair

Contacts

(Other members of household)
No restrictions except for diphtheria and typhoid fever. In these cases, a certificate from the family doctor approving the contact's return to school is necessary.

Books

All the books you use are loaned to you for the year. You are responsible for them and are expected to take good care of them which includes keeping them covered and writing your name in pencil in each book issued to you for identification purposes. All damaged and lost books must be paid for.

If you lose a book, you should:

1. Check all places where you might have left the book.
2. Check the Lost and Found Department to see if the book has been returned.
3. Report the loss to your subject teachers and make arrangements for payment if you still cannot find the book. If the book you lost is turned in later, your money will be refunded.
4. A charge of no more than two cents per day may be imposed for overdue library books.

Lost and Found

There is nothing more distressing than to lose a possession, regardless of it's value. All students who find a lost article should feel morally obli-

gated to take it to the office immediately. Students who lose articles should also check the Lost and Found Department at the Office.

Students Leaving During the Year

Students who leave school before the end of the school year must see that all obligations incurred by them have been met.

The following procedure is required:

1. Obtain check-out slip from office on the day you are leaving.
2. Return all books and school property to the teachers from whom you obtained them.
3. Have teachers concerned sign check-out slip.
4. Pay all debts. These include loans, library fines and payment for lost or damaged school property.
5. Present signed slip to the school secretary who will check to see that everything is in order.

The office will then issue to you any necessary termination papers.

Homework During Absences

After three days of absence, your parents may call the school office to arrange for homework assignments.

For one or two days of absence, you should obtain your classwork through some friends in your class or section.

Passes

Passes to enable you to leave home room or a study hall for an unscheduled activity such as extra shop or art work, reference work in the library or extra help in any subject, must be obtained before the start of classes in the morning.

Corridor and Gym Lockers

Each student is assigned a corridor and a gym locker to safeguard his property. Lockers should be kept clean and locked at all times. Inspections are held periodically without warning.

Each student is responsible for his lock, locker and locker contents. Anyone who gives his combination to another is responsible for any loss or damage which results. Anyone who loses his lock must pay for it.

Corridors and Lavatories

The rules for passing in the corridors and for the use of lavatories are listed in an endeavor to promote orderliness at all times. School pride and a regard for your fellow students should make their obedience a "must."

1. Keep to the right in corridors unless a teacher or monitor directs otherwise.
2. Walk brisky but do not run; avoid accidents.
3. Talk in a subdued tone. There is to be no calling or shouting to one's friends.
4. Lavatories may be used before school in

the morning. If it is necessary to visit the lavatory at other times, obtain permission from your teacher. Loitering in the lavatories at any time is to be avoided.

5. Students should be in their home rooms before school in the morning. The 8:20 warning bell is sounded to remind you to enter your home rooms at once. There should be no loitering or conversation with friends at this time and at other specified times.
6. Gum chewing is forbidden in any part of the school.
7. Stairways: Keep to right - single file.

Cafeteria

In the cafeteria you should apply the rules of good manners and ordinary courtesy learned at home and in your classes. You may bring your lunch or buy it in whole or in part at school but it must be eaten at a table in the cafeteria. If you buy your lunch, have your money ready before you reach the cashier.

After you have finished eating, you should deposit milk cartons, waste paper and straws in the barrel and your tray, dishes and silverware in the proper place.

Remember when you are passing to or from lunch, other classes may be in session. We therefore request that you pass quietly.

Detention

Detention is an extra class period assigned only by the office for tardiness, truancy, suspensions and failure to abide by general school regulations. Failure to report to detention is a serious matter. Students are expected to meet their detention obligation before leaving the school building. Failure to attend detention will result in the assignment of additional time Repeated failures to attend, may result in suspension.

Close of School Day

All students must report to their home rooms for dismissal. Students who are dismissed at the close of the regular school day must leave the building immediately. Do not loiter in the corridor or lavatories. There is no exception to this rule.

All bus students who remain in the school should stay in designated areas until the late bus arrives. Those students who do not ride on a bus will leave the building immediately upon being dismissed by the teacher who is detaining them.

Students staying after for help or discipline must go to the proper rooms as soon as possible taking books and coats with them. Students who stay for after-school activities such as athletics and rehearsals must also take books and coats

with them and leave the building as soon as the activity ends.

Student Activities

In our school we have a great variety of activities or clubs which bring together students of similar interests and hobbies. Some of these meet during the regular school day and others are conducted after school.

New clubs or activities may be added or others dropped as student interest dictates. Students should choose their activities wisely. To overload a program is as bad as failure to participate at all.

Eligibility for membership in any school activity will be determined by the activity advisor working in conjunction with students and school administration. In the case of eligibility for interscholastic athletics the rules of the Massachusetts Junior High School Principals Association will apply.

Attendance at School Activities

It is school policy that no student will attend or participate in any activity, social or otherwise, if he has not attended school on the day of the activity. In case of unusual circumstances, advance arrangements may be requested at the office. Otherwise, students who have been absent from school should expect to be sent home from any school activity that they attend that day.

General Rules for Students

1. Students who leave the school building or who absent themselves from a class without office permission are subject to disciplinary action which may include suspension.
2. Pay telephones may be used only with office permission.
3. The normal punishment for obscenities, swearing, or threatening a member of the faculty, staff, or administration will be suspension.
4. Any student guilty of stealing or vandalizing the school must return what was stolen and/or pay for any damage. Punishment for these offenses shall depend on the seriousness of the offense and will be fixed by the school administration.
5. Smoking is not permitted in the school building or on school grounds. Violators of this policy are liable to suspension and/or office detention.
6. The use, sale or possession of drugs or alcohol in the school building or on the school grounds is forbidden. Violators of this policy are liable to suspension. In regard to alcoholic beverages, the Weymouth School Committee has adopted the following policy:

POLICY: The use, serving of, or consumption of any alcoholic beverages at a school function is prohibited. Further, any student shall be barred from any

school-sponsored activity if he or she has been drinking alcoholic beverages prior to his or her attendance or participation in said school-sponsered activity.

7. Any student who sounds a false alarm for fire, calls in a bomb threat or disrupts normal school procedure in any way is liable to suspension.
8. Students who absent themselves from school without parental knowledge (truancy) will make up a period of time as determined by the school office. Continued truancy may result in suspension.
9. In all cases of suspension, readmission to school can only be accomplished following a parental conference. Suspension carries an automatic 'F' in homeroom conduct.

School Bus Regulations

Bus tickets are given to students living one and one-half miles from school.

Since students are entitled to free transportation only when they conduct themselves properly, they must follow these regulations:

1. Every student must have his bus ticket ready to show to the bus driver each time he or she gets on the bus.
2. A student who does not have a bus ticket ready will not be allowed to ride on the school bus, unless the student has a note

from a parent on a morning trip. Any student losing a ticket must report the loss to the school office, where a temporary pass will be issued for one ride home and one ride back to school. This will enable a student to ride while looking for the lost ticket. If the ticket still cannot be found, the student may then obtain a replacement ticket on payment of twenty-five cents.

3. Any student transfering a ticket to another person will lose the privilege for such time as the principal shall decide after consultation with the manager of the Hudson Bus Lines.

4. There must be no mistreatment of the seats, windows, emergency doors or any other part of the bus. This means that no wrestling or "rough-housing" will be allowed. Students reported for misconduct on a bus will lose the privilege of riding on the school bus for a period to be decided by the principal after consultation with the manager of tre Hudson Bus Lines. (Misconduct includes smoking.) Willful damage to a bus will be reported to the police, and the payment for damage may be demanded.

5. Boys are to ride in the front of the bus.

6. If you are taking a late bus home you must remain in a designated area until the bus is announced.

7. In cases of general misconduct on a bus, the bus driver may return to school with his passengers to report the incident to school authorities for disposition.

The bus drivers have complete charge of the buses and shall insist on complete cooperation of their passengers.

Buses will stop only at planned stops.

All students are to remain in designated areas on the school grounds following their arrival at school.

Physical Education

All students must participate in gym classes unless they have a doctor's certificate excusing them over an extended period (more than one week), or a note from parent or guardian for a shorter time.

Boy's equipment consists of the following:

1. Regulation shirt and shorts
2. Sneakers
3. White socks

Girl's equipment consists of the following:

1. Regulation gym suit
2. Sneakers
3. White socks

Uniforms may be purchased from the school at the beginning of the year. Students must also pay a fifty-cent towel fee as showers and clean towel are provided at the close of each gym class.

Special Reports

Students doing unsatisfactory work are issued Special Reports at mid-term and at other times at the teacher's discretion in the hope that closer cooperation between parents and teachers will help the students to improve their work. These reports must be signed by parents or guardians and returned to the teachers who issued them.

High Honor and Honor Rolls

At the end of each marking period, students in high standing qualify for the High Honor or Honor Roll.

The qualifications for these lists are as follows:

High Honor

At least 3 A's in major subjects.
No grade lower than B in major subjects.
No grade lower than C in minor subjects.
No incomplete work.
No mark lower than 3 in conduct and effort.

Honor

No grade lower than B in major subjects except that one C is allowed if there is at least one A in a major subject (giving a B average.)

No grade lower than C in minor subjects.
No incomplete mark.
No mark lower than 3 in conduct and effort.

Special Notes:

U is equivalent to F.

If a student has an "Incomplete", he may be added to the appropriate honor list after it has been published if his grade warrants it.

NAME _____ TELEPHONE _____
(LAST NAME) (FIRST NAME)

DIVISION _____ ROOM _____ STREET _____

DATE OF BIRTH _____ PARENT'S NAME _____

PERIOD	TIME	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
		SUBJECT	ROOM	SUBJECT	ROOM	SUBJECT	ROOM	SUBJECT	ROOM	SUBJECT	ROOM
1											
2											
3											
4											
5											
6											
7											

NAME _____ TELEPHONE _____

GRADE _____ ROOM _____ ADDRESS _____

DATE OF BIRTH _____ PARENT'S NAME _____

PER.	DAY 1		DAY 2		DAY 3		DAY 4		DAY 5		DAY 6	
	SUBJECT	RM	SUBJECT	RM.	SUBJECT	RM.	SUBJECT	RM.	SUBJECT	RM.	SUBJECT	RM
1	Science	215	Science	215	Science	215	Science	215	Science	215	Science	215
2	English	203	English	203	English	203	English	203	English	203	English	203
3	Soc. St.	120	Soc. St.	120	Soc. St.	120	Soc. St.	120	Soc. St.	120	Soc. St.	120
4	Reading	203	Music	125	Reading	203	Ind. Arts	117	Reading	203	Ind. Arts	117
5	Study	Aud.	Art	111	Study	Aud.	Gym	Gym	Art	111	Gym	Gym
6	Language	102	Study	Aud.	Language	102	Health	125	Language	102	Study	Aud.
7	Math	215	Math	215	Math	215	Math	215	Math	215	Math	215